



ADMINISTRATIVE NOTES

Newsletter of the Federal Depository Library Program

Vol. 10, no. 18

GP 3.16/3-2:10/18

August 31, 1989

Fall Meeting Depository Library Council to the Public Printer Preliminary Agenda - October 18-20, 1989

Rosslyn Westpark Hotel
1900 N. Fort Myer Drive
Arlington, VA 22209

Wednesday, October 18

A.M.

8:45 - 9:00	Welcome/Announcements	Ridley Kessler, Council Chair
9:00 - 9:15	Remarks	Public Printer or his delegate
9:15 - 9:30	Superintendent of Documents Update	Don Fossedal, GPO
9:30 - 10:00	Library Programs Service Update	Mark Scully, GPO
10:00 - 10:15	Break	
10:15 - 11:00	CASSIS Pilot Project Update & Review	William S. Lawson Patent & Trademark Office
11:00 - 11:20	GPO Marketing Update	Charles McKeown, GPO
11:20 - 11:45	Depository Inspection Team Update/ Biennial Survey	Joe McClane, GPO

P.M.

11:45 - 1:00	Lunch
--------------	--------------

P.M.

1:00 - 2:15	1990 Decennial Census Update	John Kavalinakis Bureau of the Census
2:15 - 3:20	Maps Update	Charles Bennett and others
3:20 - 3:35	Break	
3:35 - 4:05	Joint Committee on Printing Update	Anthony Zagami, JCP Bernadine Hoduski, JCP

Thursday, October 19

A.M.

8:45 - 9:00	Announcements	Ridley Kessler, Council Chair
9:00 - 9:30	GPO Documents Collection and Legislative Archives	Rodney A. Ross, National Archives & Records Admin.
9:30 - 10:30	LPS Information Technology Program Update	Jan Erickson, GPO, and others
10:30 - 10:45	Break	
10:45 - 11:00	Report from Meeting of Regional Librarians	Barbara Hulyk, Detroit Public Library
11:00 - 11:15	Regional Depository Discard Report & GODORT Cataloging Committee Update	Gary Cornwell, University of Florida
11:15 - 11:45	Cataloging Update	Gil Baldwin, GPO

P.M.

11:45 - 1:00	Lunch	
1:00 - 1:30	Update on Current Issues Affecting Documents	Susan Tulis, Chair, GODORT
1:30 - 1:50	Council Committee Reports	
1:50 - 4:00	Open Forum	David Cobb, Council Chair- Elect

P.M.
4:00 - Council Work Session

A.M. Friday, October 20

8:45 - 9:00	Announcements	Ridley Kessler, Council Chair
9:00 - 10:00	Documents Use and Public School Libraries	Donna Seymour, University of North Carolina at Asheville
10:00 - 11:45	Council Recommendations	Ridley Kessler, Council Chair
11:45 - 12:00	Announcements/Conclusion	Ridley Kessler, Council Chair
12:00	Adjourn	

•



Hope To See You at Council!

We hope to see as many of you as possible at this Council meeting, both stalwart veterans of the program and newcomers. The Depository Library Program and the public can only benefit from the information exchange that takes place at these meetings.

The tradition of gathering to go out to dinner before Council starts will be observed on the evening of Tuesday the 17th, and also on Monday the 16th (for those attending the Regional meeting). Gather in the lobby of the Rosslyn Westpark Hotel at 6:00p.m.



Have You Registered For Council?

Registration Form

Mail to: David Brown, Conference Manager
U.S. Government Printing Office (SM)
Washington, DC 20401

- ☐ Yes, I plan to attend the Fall 1989 meeting of the Depository
Library Council at the Rosslyn Westpark.
- ☐ I will need lodging and will contact the hotel directly.

The airline I plan to use is _____.

Please type or print clearly the following information for pre-registration:

Name

Institution

Library/Office

Address

Telephone

City/State/Zip Code

Seminar on Cost Effective Strategies For Regional Federal Depositories

On June 21st, the Superintendent of Documents sent a letter to the Directors of Regional Federal Depository Libraries. In this letter he urged the Directors to send their representatives to the important annual Seminar for Regional Librarians. The seminar will be conducted on October 17th in Rosslyn, Virginia, in conjunction with the fall meeting of the Depository Library Council to the Public Printer. A seminar agenda was printed in the August 7 issue (Vol. 10, No. 16) of *Administrative Notes*.

As this seminar is vitally important to the effective functioning of Regional Libraries, it is offered free of charge. To help in planning for the seminar, GPO would appreciate it if attendees would register in advance. If you are from a Regional library and have already registered for the fall Council meeting, you will be automatically registered for the seminar as well. Those few Regional librarians not planning to attend the fall Council meeting should register for the seminar by contacting the Office of the Chief, Inspection Team (202-275-1119). Any questions concerning the seminar should be addressed to the Chief Inspector.



Regional Depository Libraries (As of August 1989)

ALABAMA

Ms. Betty J. Tims
Head of Public Services
Auburn University at Montgomery Library
Montgomery, AL 36193
(205) 271-9650

Ms. Sarah Reeves
Documents Librarian
Department/Documents
Drawer S
University of Alabama Libraries
Tuscaloosa, AL 35487-9784
(205) 348-6046

ALASKA

Served by Washington State Library

AMERICAN SAMOA

Served by the University of Hawaii

ARIZONA

Ms. Janet Fisher
Documents Librarian
Department of Libraries, Archives
and Public Records
1700 West Washington Street
State Capitol - 3rd Floor
Phoenix, AZ 85007
(602) 255-4121

ARKANSAS

Ms. Mary Brewer
Documents Service
Documents Coordinator
Arkansas State Library
One Capitol Mall
Little Rock, AR 72201
(501) 371-2326

CALIFORNIA

Mr. Tom Andersen
Head, Government Publications
Government Publications Section
California State Library
P.O. Box 942837
Sacramento, CA 94237-0001
(916) 324-4863

COLORADO

Mr. Timothy Byrne
Head, Government Publications
Government Publications Library
University of Colorado at Boulder
Campus Box 184
Boulder, CO 80309-0184
(303) 492-8834

Mr. Michael Espinosa
Manager, Business Science and
Government Publications Department
Denver Public Library
1357 Broadway
Denver, CO 80203
(303) 571-2122

CONNECTICUT

Ms. Julie Schwartz
Federal Documents Librarian
Connecticut State Library
231 Capitol Avenue
Hartford, CT 06106
(203) 566-7029

DELAWARE

Served by the University of Maryland

DISTRICT OF COLUMBIA

Served by the University of Maryland

FLORIDA

Ms. Jan Swanbeck
 Head, Documents Department
 Library West
 University of Florida Libraries
 Gainesville, FL 32611
 (904) 392-0367

GEORGIA

Ms. Susan Field
 Head, Government Documents Department
 University of Georgia Libraries
 Athens, GA 30602
 (404) 542-8949

GUAM

Served by the University of Hawaii

HAWAII

Ms. Virginia Richardson
 Head, Government Documents, Map and
 Microforms
 Hamilton Library
 University of Hawaii
 2550 The Mall
 Honolulu, HI 96822
 (808) 948-8230

IDAHO

Ms. Lily Wai
 Social Science Librarian
 Documents Section
 University of Idaho Libraries
 Moscow, ID 83843
 (208) 885-6344

ILLINOIS

Mr. Dennis Weller-Acting
 Federal Documents Coordinator
 Illinois State Library
 Centennial Building
 Springfield, IL 62756
 (217) 782-5012

INDIANA

Mr. Doug Conrads
 Serials and Documents Librarian
 Indiana State Library
 140 North Senate Avenue
 Indianapolis, IN 46204
 (317) 232-3686

IOWA

Ms. Carolyn Kohler
 Head, Government Publications Department
 University of Iowa Libraries
 Iowa City, IA 52242
 (319) 353-3318

KANSAS

Ms. Donna Koepp
 University of Kansas
 Spencer Research Library
 Head Government Documents & Maps
 Lawrence, KS 66045-2800
 (913) 864-4662

KENTUCKY

Ms. Sandra McAninch
 Head, Government Publications/Maps
 University of Kentucky Libraries
 Lexington, KY 40506-0039
 (606) 257-3139

LOUISIANA

Ms. Myrtle Bolner
 Head, Business Administration
 and Government Documents Department
 Middleton Library
 Louisiana State Library
 Baton Rouge, LA 70803
 (504) 388-2570

Mr. Stephen Henson
 Documents Librarian
 Prescott Memorial Library
 Louisiana Tech University
 Ruston, LA 71272-0046
 (318) 257-4962

MAINE

Mr. Francis Wihbey
Head, Government Documents
Raymond Fogler Library
University of Maine
Orono, ME 04469
(207) 581-1681

MARYLAND

Mr. Hugh O'Connor
Head, Documents/Maps Room
McKeldin Library
University of Maryland
College Park, MD 20742
(301) 454-3034

MASSACHUSETTS

Mr. V. Lloyd Jameson
Coordinator for Government Documents
Boston Public Library
666 Boylston Street
Boston, MA 02117
(617) 536-5400 ext. 227

MICHIGAN

Ms. Barbara Hulyk
Documents Specialist
Detroit Public Library
5201 Woodward Avenue
Detroit, MI 48202-4093
(313) 833-1409

Ms. F. Anne Diamond
Library Administrator
Government Documents Service
Library of Michigan
717 West Allegan Street
P.O. Box 30007
Lansing, MI 48909
(517) 373-0640

MICRONESIA

Served by the University of Hawaii

MINNESOTA

Ms. Julia Wallace
Head, Government Publications
University of Minnesota
309 South 19th Street
409 Wilson Library
Minneapolis, MN 55455
(612) 373-7870

MISSISSIPPI

Ms. Laura Harper
Documents Librarian
Williams Library
University of Mississippi
University, MS 38677
(601) 232-5857

MISSOURI

Ms. Sally B. Schilling
Documents Librarian
University of Missouri at Columbia
Ellis Library-Government Documents
Columbia, MO 65201
(314) 882-6733

MONTANA

Mr. Dennis Richards
Documents Librarian
Maurene and Mike Mansfield Library
University of Montana
Missoula, MT 59812
(406) 243-6700

NEBRASKA

Mr. Jerome Frobom
Federal Documents Librarian
Love Library
University of Nebraska-Lincoln
Lincoln, NE 68588-0410
(402) 472-2562

NEVADA

Mr. Duncan Aldrich - Acting
Head, Government Publications Department
University of Nevada Library
Reno, Nevada 89557-0044
(702) 784-6579

NEW HAMPSHIRE

Served by the University of Maine

NEW JERSEY

Mr. Paul D. Pattwell
Principal Librarian
U.S. Documents Division
Newark Public Library
Post Office Box 630
5 Washington Street
Newark, New Jersey 07101-0630
(201) 733-7812

NEW MEXICO

Ms. Eulalie Brown
Head, Government Publications
and Maps Department
General Library
University of New Mexico
Albuquerque, NM 87503
(505) 277-5441

Ms. Norma Jean McCallan
Documents Librarian
New Mexico State Library
325 Don Gaspar Avenue
Santa Fe, NM 87503
(505) 827-3826

NEW YORK

Ms. Mary Redmond
Principal Librarian
Legislative and Governmental Service
New York State Library
Cultural Education Center
Empire State Plaza
Albany, New York 12230
(518) 474-5953

NORTH CAROLINA

Mr. Ridley Kessler, Jr.
Federal Documents Librarian
BA/SS Department-Documents
CB# 3912, Davis Library
University of North Carolina at Chapel Hill
Chapel Hill, North Carolina 27599
(919) 962-1151

NORTH DAKOTA

Ms. Kathryn Hollenhorst
Documents Librarian
Documents Office
North Dakota State University Library
Fargo, North Dakota 58105
(701) 237-7008

Ms. Patricia Berntsen
ERIC/Periodical Coordinator
Documents Department
Chester Fritz Library
University of North Dakota
Grand Forks, North Dakota 58202
(701) 777-4630

NORTHERN MARIANAS

Served by the University of Hawaii

OHIO

Mr. Clyde Hordusky
Documents Specialist
Documents Section
State Library of Ohio
65 South Front Street
Columbus, Ohio 43266-0334
(614) 644-7051

OKLAHOMA

Mr. Steve Belev
Head, Government Documents Division
Oklahoma Department of Libraries
200 Northeast 18th Street
Oklahoma City, Oklahoma 73105
(405) 521-2502 ext.252

Ms. Vicki Phillips
Head, Documents Department
Oklahoma State University Library
Stillwater, OK 74078
(405) 624-6546

OREGON

Ms. Gwen Newborg
Documents Librarian
Millar Library
Portland State University
P.O. Box 1151
Portland, Oregon 97207
(503) 229-3673

PANAMA

Served by the University of Florida

PENNSYLVANIA

Mr. John Geschwindt
Section Head, Government Publications
State Library of Pennsylvania
Box 1601
Harrisburg, Pennsylvania 17105
(717) 787-3752

PUERTO RICO

Served by the University of Florida

RHODE ISLAND

Served by the Connecticut State Library

SOUTH CAROLINA

Ms. Maureen Harris
Documents Department
Cooper Library
Clemson University
Clemson, South Carolina 29634
(803) 656-5174

Mr. Lester E. Duncan
Documents/Microform Department
Thomas Cooper Library
University of South Carolina
Green & Sumter Street
Columbia, South Carolina 29208
(803) 777-4841

SOUTH DAKOTA

Served by the University of Minnesota

TENNESSEE

Ms. Sandra Williams
Head, Government Documents Department
Memphis State University
Memphis, TN 38152
(901) 678-2206

TEXAS

Ms. Susan Troyan
Documents Librarian
Texas State Library
Box 12927 Capitol Station
Austin, Texas 78711
(512) 463-5455

Ms. Mary Ann Higdon
Documents Librarian
Documents Department
Texas Tech University Library
Lubbock, Texas 79409
(806) 742-2268

UTAH

Mr. Karlo Mustonen
Documents Librarian
Merrill Library UMC 30
Utah State University
Logan, Utah 84322
(801) 750-2682

VERMONT

Served by the University of Maine

VIRGIN ISLANDS

Served by Louisiana State University

VIRGINIA

Mr. Walter Newsome
Documents Librarian
Government Documents Department
Alderman Library
University of Virginia
Charlottesville, Virginia 22903-2498
(804) 924-3133

WASHINGTON

Ms. Ann Bregent
Special Branch Coordinator
MS AJ-11
Washington State Library
Olympia, Washington 98504
(206) 753-4027

WEST VIRGINIA

Mr. Clifford Hamrick
Chief, Reference Librarian
Government Document Section
West Virginia University Library
Morgantown, West Virginia 26506-6069
(304) 293-3640

WISCONSIN

Mr. John Peters
Government Publications Librarian
State Historical Society of
Wisconsin Library
816 State Street
Madison, Wisconsin 53706
(608) 262-4347

Ms. Carol Gordon
Documents Librarian
Milwaukee Public Library
814 West Wisconsin Avenue
Milwaukee, Wisconsin 53233
(414) 278-3065

WYOMING

Ms. Kathleen Keating
Head, Government Publications
Supreme Court & Library Building
Wyoming State Library
Cheyenne, Wyoming 82002
(307) 777-5919



Item Selection Update Cycle

The Library Programs Service (LPS) occasionally receives comments about the inconvenient scheduling of its annual Item Selection Update cycle. This process has been modified considerably within the last decade. We hope the following explanation will clarify this somewhat cumbersome process.

Until the late 1970's, LPS allowed libraries to change selections at any time and these changes were manually entered into thousands of Item Books. As shortages of publications became more frequent, and the distribution system became more automated, the selection update cycle was reduced to a quarterly, then a semi-annual, and finally an annual basis. Outside of new item surveys, since 1986 libraries have been able to add selections only once during the year. Since 1986, deletions have been accepted at any time during the year and have become effective within 4 weeks of receipt.

The current procedure was developed in order to minimize shortages resulting from printing contracts. GPO contracts out the majority of its printing to commercial contractors, often through term contracts which are issued for a specified time, usually a fiscal year. The quantity ordered through term contracts is fixed for the fiscal year, which for the federal government begins on October 1. When LPS allowed libraries to add items at will, the result was discrepancies between the actual quantity needed and the quantity contracted for. LPS often had insufficient stock to make full depository distribution, and had to issue rainchecks or make no distribution at all.

LPS relies on other federal agencies and other GPO departments to order publications on behalf of the Depository Library Program. The deadline for providing updated item selection counts to the Congressional Printing Management Division and to the Requisition Section of the Customer Service Department is August 15. The new counts are then added to printing requisitions with a delivery date of October 1 or later. By supplying the quantities in August, LPS reduces the number of shortages occurring at the beginning of each fiscal year.

LPS receives an average of 85,000 item number changes per cycle. The data entry, from the Amendment of Selections post cards, is performed on Saturdays in July and early August. The staff cannot input the changes into DDIS (Depository Distribution and Information System) during the week because the same staff is processing shipping lists for distribution.

Over the years, some depositories have suggested that LPS re-schedule the Item Selection Update cycle to earlier in the year because their fiscal year ends June 30. Other libraries operate on a calendar year basis. Academic libraries are heavily used in March and April but have time before summer school starts to review item selections. In short, there is no consensus among the 1400 depositories on an ideal schedule.

In turn, LPS cannot change the schedule without unduly hampering GPO operations beyond LPS. Instead, LPS suggests that the documents librarians use the List of Classes, the "Update to the List of Classes", which appears regularly in Administrative Notes, item surveys, and the most recent printout for an ongoing review of items throughout the year. Librarians can mail the Amendment of Selections post cards to LPS at any time. Deletions will be processed within 4 weeks of receipt. Additions to the profile will be retained and processed only during the regular update cycle.



Readers Exchange

Compiling GPO User Survey Results

At the completion of the GPO User Survey in October, we decided to compile the results from surveys completed in our library. All surveys were photocopied before returning them to GPO. We then used Stat-Graph, a statistical software package, to input and process the data.

Both frequencies (totals) and cross-tabulations (comparing results from two questions simultaneously) were generated in processing the data. Frequencies were run for all questions of the survey, while crosstabs were only generated for selected questions. Crosstabs including sex, level of school completed, occupation, and location were used in pairings with most of the other questions. In this manner we could see how many males had asked the question in person, how many people of a certain level of education had asked a reference question, and so forth.

By analyzing these results, we can determine who our clientele is: what level of education they have, their occupation, etc. This enables us to see how we need to adapt, enhance, or improve services to our patrons.

Chris E. Marhenke
Broward County Main Library
Government Documents Dept.
100 S. Andrews Ave.
Ft. Lauderdale, FL 33301
(305) 357-7436





News Letter

UNITED STATES GOVERNMENT PRINTING OFFICE

June/July 1989

Office of the Public Printer

Volume 13, Number 6

First Solicitations Under EPA Guidelines Successful

GPO's first solicitations implementing the EPA Guidelines For Federal Procurement of Paper and Paper Products Containing Recovered Materials have proved highly successful. Full coverage was obtained on separate solicitations for both containers and envelopes covering a 6-month period. Ninety-five percent coverage was obtained on a 3-month paper contract for the period beginning August 1.

Office Updates Invoice Report

In the last issue of the GPO Newsletter, Financial Management Service (FMS) announced its plans to step up collection efforts on past due bills. In order to assist customer agencies in identifying unpaid printing invoices over 60 days old, a new GPO invoice report has been created. The new report contains the requisition number, the jacket number, and, if appropriate, the print order number for each invoice. The old report contained only the invoice number, date, and amount—all still included in the new report.

With the newly provided information, customer agencies should be able to determine easily whether or not the invoice belongs to them. If assistance is needed concerning a GPO invoice, please call Consuella Lloyd, (202) 275-2906. For questions about the amount of the billing, please call Jim Hix, (202) 275-2083.

Vendors Can Bill With Greater Ease

With the addition of several facsimile machines, GPO is also now making it easier for vendors to submit their billings. For many jobs, sample copies will no longer be required, enabling contractors to submit the invoices by facsimile. Billing instructions are being rewritten to reflect the revised sample requirements.

Depository Copies Still Required From Agencies With JCP Waivers

At the spring meeting of the Depository Library Council to the Public Printer, the Council made the following recommendation: "The Depository Library Council recommends that the Public Printer notify those agencies that have been granted exemptions from 44 U.S.C. 501 (i.e., Territorial Sea Commission, National Ocean Policy Commission, Commission on the Bicentennial of the U.S. Constitution, and the National Institutes of Health, and other agencies) that these agencies are still responsible for provision of

copies of their publications in sufficient quantities to meet the needs of the depository community."

Denver Plant Features Security Production Capabilities

GPO's Denver Regional Printing and Procurement Office recently upgraded its security features and is now capable of printing and safeguarding documents up to and including those at the "Secret" classification level. A full service facility, the Denver plant provides electronic photocomposition in a wide range of typefaces and styles, single- or multi-color printing and reproduction capabilities, as well as varied binding services. Complete details are included in the office's new brochure (GPO Publication 825.24). For a copy of the brochure, or for further information on how the Denver Regional Printing and Procurement Office can serve you, call our manager at (303) 236-5292 or FTS 776-5289.

Regional Managers Meet

GPO's San Francisco Regional Printing and Procurement Office served as host for the annual Regional Managers Conference, May 21-25. This is the sixth consecutive Conference actually sponsored in the field. In addition to greetings from Acting Public Printer Joseph E. Jenifer and discussions with members of the Regional Operations Office and the Joint Committee on Printing, and with other Central Office officials, the attendees benefited from a Management Workshop provided by GPO's Career Development Branch.

Fingerprint Cards Available

Circular Letter No. 308 was recently distributed to agency printing and publishing officials. As noted in the letter, agencies requiring Fingerprint Cards should submit requisitions to the U.S. Government Printing Office, Central Office, Washington, DC 20401. The orders will be placed on the Justice Department's Term Contract 373-S as riders. With this new procedure, the critical paper specification requirements for the cards should be more easily met, testing of the cards can be better controlled, and our customers should be able to receive acceptable cards in a more timely fashion. For additional information, please contact William Rose at (202) 275-9844.

Contract Review Board Chairman Retires

Joseph Nadler, Chairman of the Contract Review Board and Director of the Analysis and Review Staff, 14 retired on June 30. His career spanned more than 31

years of service to GPO and brought him in frequent contact with many of our customer agency personnel.

Congressional Directory On Sale

The 1989-1990 edition of the Congressional Directory is now available from the Superintendent of Documents. Three different versions can be purchased: paper, S/N 052-070-06541-9, (\$15), cloth, S/N 052-070-06542-7, (\$20), and thumb-indexed, S/N 052-070-06543-5, (\$25).

Officials Attend ALA Conference

Acting Public Printer Joseph E. Jenifer, Assistant Public Printer (Superintendent of Documents) Donald E. Fosse-

dal, and several key Library Programs Service staffers attended the 108th Annual Conference of the American Library Association held recently in Dallas. Three issues specifically related to GPO were addressed during the conference: 1) GPO's plans to report to the library community on progress in the dissemination of Government information through electronic media; 2) the resumption of large-scale distribution of microfiche documents to depository libraries following a period of reduced deliveries after the default of a major contract in August 1987; and 3) the distribution to all depository libraries of the recently published report, "Users of Academic and Public GPO Depository Libraries."

United States Government Printing Office

Washington, DC 20401

OFFICIAL BUSINESS

Penalty for private use, \$300

PA

Postage and Fees Paid

GPO

Permit No. G-26

FIRST-CLASS MAIL

NEWS



From the Public Printer

July 1989

Office Renews Apprentice Program

After an absence of nearly 15 years, when changing technology and workforce demands eliminated the need to train new craftsmen, the GPO apprenticeship program has now been reactivated. Vacancies due to retirements and attrition, along with new skill demands, have again created a need for journeyman level employees within several areas of the Office.

Earlier this year 15 employees entered apprentice training programs in 9 separate engineering crafts. Selected competitively from more than 400 GPO employees who took a written examination, the new apprentices are receiving training in their specified field along with classroom instruction in such subjects as U.S. Government, math, English, physics/chemistry, blueprint reading and sketching, and craft theory.

Two more apprentice classes have just been started, one for photocomposition keyboard operators and a second for proofreaders. Again, several hundred GPO employees applied for the program, with the 30 new apprentices selected following the taking of a written examination administered by the Office of Personnel Management.

The formal GPO apprenticeship program goes back to 1922 and has produced many of the Office's managers as well as fine craftsmen over the years. With my own roots imbedded in the program from which I graduated nearly 30 years ago, I am especially proud of our newest classes of potential journeymen. These apprentices, in many ways, represent the future of the Government Printing Office and their progress is being watched with great anticipation for success.

Customer Interest In CD-ROM Use Grows

Federal agency interest in the development of Compact Disc-Read Only Memory (CD-ROM) usage continues to grow. We have recently received a requisition from the Defense Logistics Agency (DLA) to produce Federal Logistics Data (FEDLOG) on CD-ROM. The project is the result of an effort to modernize information handling by replacing microfiche publications with CD-ROM as the means to publish data and improve productivity through more rapid search, retrieval, and display.

The DLA requirement is for the replication and distribution of FEDLOG information on CD-ROM, and includes the necessary development and maintenance of appropriate files, and the production of master CD-ROM disks.

Appropriations Committee Forwards Report

The Committee on Appropriations of the House of Representatives has submitted its report to accompany the legislative branch funding Bill for Fiscal Year 1990. Included in the report are recommendations for appropriations of \$24½ million for GPO salaries and expenses involved in the information dissemination program of the Superintendent of Documents and \$77,830 million for congressional printing and binding. These funds should enable us to adequately carry out all of our significant programs with no impact on the level of service we provide to our customer agencies and the American public.


JOSEPH E. JENIFER
Acting Public Printer

WHAT EVER HAPPENED TO . . . ? ? ?

1989-11DATE July 28, 1989PAGE 1 OF 2

CLASS NO.	ITEM NO.	STATUS
D 10.2:T 22	0314-E	<u>Other Avenues of Access, January 1988</u> LPS has been informed by the Defense Technical Information Center that they cannot provide additional copies, no rain check shortages will be made on this publication.
D 101.117/3:25	0310	<u>Tumors of the Upper Respiratory Tract - 1988</u> LPS has been informed by the Department of Defense that they cannot provide additional copies, no rain check shortages will be made on this publication.
GA 1.5/14:	0546-J	<u>Digest of Unpublished Decisions of the Comptroller General of the United States</u> LPS has not received monthly issues of this publication since 1986. The issuing agency has failed to supply back issues because they are not available. LPS cannot reprint these issues because of the provision on Title 44, U. S. C. section 1903. The issuing agency has assured LPS that they will print and deliver sufficient copies of this title in the future.
GS 12.17/3:11/3	0580-C-09	<u>Information Resources Management Newsletter, Vol. 11, No. 3, May 1987</u> This publication will not be sent to Depository libraries as the agency was not able to furnish sufficient copies for distribution.
J 31.12:36/5	0717-C-14	<u>United States Attorneys Bulletin, Vol. 36, No. 5, May 15, 1988</u> This publication will not be sent to Depository libraries as the agency was not able to furnish sufficient copies for distribution.
NAS 1.21:7011 (321)	0830-J-01	<u>Aerospace Medicine & Biology, A Continuing Bibliography with Indexs, NASA SP-7011(321), March 1989</u> LPS has been informed by NASA that they cannot provide additional copies, no rain check shortages will be made on this publication.

WHAT EVER HAPPENED TO . . . ? ? ?

1989-11DATE July 28, 1989PAGE 2 OF 2

CLASS NO.	ITEM NO.	STATUS
NAS 1.21:7037(237)	0830-J-02	<p><u>Aeronautical Engineering, A Continuing Bibliography with Indexes, NASA SP-7037(237), March 1989</u></p> <p>LPS has been informed by NASA that they cannot provide additional copies, no rain check shortages will be made on this publication.</p>
SBA 1.2:T 22/7/ sum.	0901-B	<p><u>Building the High Technology Business, Executive Summary</u></p> <p>LPS was not able to get additional copies of this publication from the issuing agency, no rain check shortages will be made.</p>
T 22.19/2:Eq 2/3	0956-A	<p><u>Employee Handbook, August 1988</u></p> <p>LPS has been informed by the Internal Revenue Service that they cannot provide additional copies, no rain check shortages will be made on this publication.</p>
T 28.2:M 66/5/989	0966	<p><u>Introducing The 1989 U. S. Mint Proof Set</u></p> <p>LPS has been informed by the Treasury Department that they cannot provide additional copies of this publication, no rain check shortages will be made.</p>
TD 4.26/2:88-19, 22	0431-A-54	<p><u>Great Lakes Intercom, No. 88-19/22, October November 1988</u></p> <p>LPS has been informed by the Federal Aviation Administration that they cannot provide sufficient copies for distribution.</p>
VA 1.22:70-86-1	0986-A	<p><u>Veterans Benefits Under Current Educational Programs, 1984</u></p> <p>LPS has been informed by the VA that shortages of this publication will not be made as a superseded issue of it has already been shipped to Depository libraries.</p>

Update to the LIST OF CLASSES

AN-v10-#18-8/31/89

1989-18

DATE July 21, 1989

PAGE 1 OF 2

CLASS NUMBER ITEM NUMBER

CHANGE/NOTICE

A 93.29/2-7:	0078-A	Change title from USSR, Outlook and Situation Report (annual) (MF) to USSR Agriculture and Trade: Situation and Outlook series (annual) (MF).
A 93.29/2-11:(date)	0078-A	Change title from China, Outlook and Situation Report (annual)(MF) to China Agriculture and Trade Report: Situation and Outlook series (annual) (MF).
A 93.29/2-19:	0078-A	Southeast Asia Situation and Outlook Report (annual) (MF), A 93.29/2-8:, merged with East Asia and Oceania: Situation and Outlook Report (annual) (MF) A 93.29/2-5: to form Pacific Rim Agriculture and Trade Report: Situation and Outlook series (annual) (MF) A 93.29/2-19:.
D 1.61/7:	0310-E-08	Change frequency from quarterly to annual (MF).
D 5.210/2:	0315-F-03	Quarterly Graduate Bulletin (MF) has been discontinued.
D 5.212:	0315-F-03	Quarterly Bulletin, Intelligence Continuing Education Program (MF) has been discontinued.
D 5.411/4:	0378-H-02	Cataloged Serial Holdings (quarterly) (P) has been discontinued.
D 7.6/2-2:	0314-A-01	Microfiche Edition (annual) has been discontinued.
D 101.12/2:	0322-K	Soldier Support Advocate (MF) (quarterly) has been discontinued.
D 210.3/2:	0407-C-03	Navy Technical Disclosure Bulletin. Change frequency from quarterly to 2 times per year.
D 210.27:	0320-A-01	The Shock and Vibration Digest (monthly) (P) has been discontinued as a government publication.
E 1.68/2:	0474-B-07	Change format from Paper to MF.

Update to the LIST OF CLASSES

1989-18DATE July 21, 1989PAGE 2 OF 2

CLASS NUMBER	ITEM NUMBER	CHANGE/NOTICE
GA 1.27:	0545-G-07	Change frequency to irregular.
HE 23.10:	0529-A-01	Change frequency to irregular.
NS 1.40/2:	0834-C-06	Five-Year Outlook on Science and Technology (P) will be discontinued. Material contained in National Science Board's Science and Engineering Indicators (biennial) (P), item number 0834-Z, and classification number NS 1.28/2:.
TD 4.52:	0431-A-37	Change frequency to semi-annual.

Update to the LIST OF CLASSES

AN-v10-#18-8/31/89

1989-19

DATE July 28, 1989

PAGE 1 OF 2

CLASS NUMBER ITEM NUMBER

CHANGE/NOTICE

A 93.9/8:	0042-D	Change title from Agricultural Finance Outlook (AFO-nos., annual) (MF) to Agricultural Income and Finance Situation and Outlook Report (quarterly) (MF).
A 93.11/3:	0021-P	Change frequency from semiannual to quarterly.
AE 1.102:	0569-C	Catalog of National Archives Microfilm Publications, (P), classification number GS 4.17/2:, item number 0569-C, is no longer published. This material is contained in the publication titled National Archives Microfilm Resources for Research, AE 1.102:, item number 0569-C. Since this publication is printed with private funds and is not a government document, this will no longer be sent to depository libraries.
D 1.6/8:	0306-E	DoD Directives System Quarterly Index (MF) has been discontinued.
D 7.34/2:	0314-A-12	Declared Excess Personal Property Listing (EPPL) (weekly) (MF) has been discontinued.
D 103.24/15:	0334-A-27	Change format from Paper to MF.
D 103.42/11:	0334-A-20	Change format from Paper to MF.
D 114.8:	0345	World War 1 (1917-19) Publications (P) will be added to item number 0345.
FEM 1.20:	0216-A-16	FEMA Newsletter (bimonthly) (P) will be discontinued.
HE 20.3052/2: (date)	0506-G-04	The Warren Grant Magnuson Clinical Center (annual brochure) (MF) will be added to item number 0506-G-04.
HE 20.6209/9:	0500-E	Change title, classification and item numbers from Detailed Diagnoses and Surgical Procedures for Patients Discharged from Short-Stay Hospitals (annual) (MF), HE 20.6222:, 0508-G-06 to Detailed Diagnoses and Procedures for Patients Discharged from Short-Stay Hospitals, United States (annual) (MF), HE 20.6209/9:, item number 0500-E.

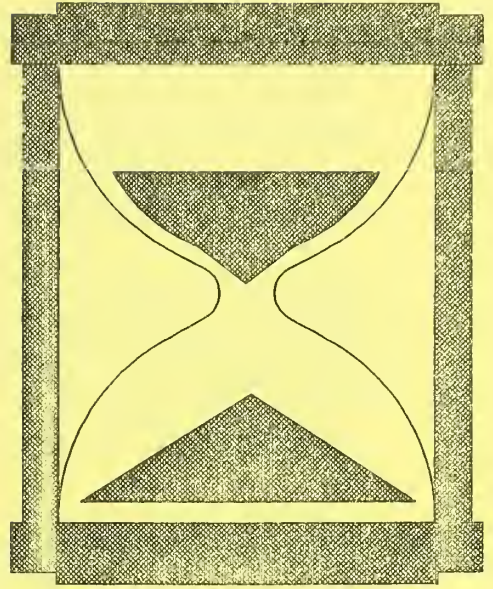
Update to the LIST OF CLASSES

1989-19

DATE July 28, 1989PAGE 2 OF 2

CLASS NUMBER	ITEM NUMBER	CHANGE/NOTICE
HE 23.1115:	0499-G-04	Head Start Program Data (annual) (P) will be added to item number 0499-G-04.
I 1.98:	0603-G	Change title to Environmental Impact Statements and related materials (MF).
I 29.123:	0648-E	National Trails Directory Series (P) will be added to item number 0648-E.
NAS 1.84:	0830-I	NASA PED (series) (irregular) (P) will be added to item number 0830-I.
PM 1.54:	0290-C	The Institute (3 times per year) (P) will be added to item number 0290-C.
TD 4.52:	0431-A-37	Change frequency from quarterly to semiannual.
TD 4.66:	0431-A-26	Montana Pilot Bulletin (MF) will be added to item number 0431-A-26.
TD 5.3/5:	0935-B	Coast Guard Law Bulletin will no longer be distributed to depository libraries.
Y 4.J 89/1-10:	1020-A(P) 1020-B(MF)	Federal Rules of Appellate Procedure with forms(annual) (MF) and(P) will be added to item numbers 1020-A and 1020-B.

TIME
IS RUNning
Out



Don't Delay!
Register Now
for the Fall Council Meeting!

Table of Contents

Fall Meeting Agenda, Depository Library Council, October 1989	1
Hope To See You at Council!	3
Have You Registered For Council?	4
Seminar on Cost Effective Strategies for Regional Federal Depositories.....	5
Regional Depository Libraries (As of August 1989)	6
Item Selection Update Cycle	12
Readers Exchange: Marhenke	13
News Letter, v.13, #6	14
News from the Public Printer, July 1989	16
Whatever Happened To ... ? 1989-11	17
Update to the List of Classes: 1989-18	19
Update to the List of Classes: 1989-19	21

Administrative Notes is published approximately twice a month by the Superintendent of Documents, Library Programs Service, Government Printing Office. Address inquiries to:

The Editor, Administrative Notes
U.S. Government Printing Office
Library Programs Service, SLLC
Washington, D.C. 20401